

COLORADO AIR POLLUTION CONTROL DIVISION WORKPLAN SPREADSHEET
FY 2002 WORKPLAN ACTIVITIES: Stationary Sources 3.0

	Activities / Output	Due Dates	PPA	Progress
	Notice of Violation - 5 conferences (5 state)	See note		
	Compliance Orders - 5 orders	See note		
	➤ Commission Hearings - 1 hearing	See note		
	➤ Settlement Agreements - 20 agreements	See note		
	Court Actions - 1 action	As needed		
	AG meetings - 2 meetings	As needed		
	➤ AIRS and database entries	Ongoing		
	➤ Utilize supplemental environmental projects (SEP) where practical in enforcement	Ongoing		
	➤ Utilize pollution prevention in settlement actions where feasible	Ongoing		
3.16.3	Asbestos Enforcement Activities (111s, NOVs, CDLs, Settlement conf., C&Ds, etc.)			
	Output:			
	➤ Warning letters (projected: 6-12)	Ongoing		
	Letters of inquiry (projected: 0-5)	Ongoing		
	➤ 111 letters (projected: 10-20)	Ongoing		
	➤ Letters of admonition (projected: 0-6)	Ongoing		
	➤ Notice of Violation letters (projected: 15-20)	Ongoing		

COLORADO AIR POLLUTION CONTROL DIVISION WORKPLAN SPREADSHEET
FY 2002 WORKPLAN ACTIVITIES: Stationary Sources 3.0

	Activities / Output	Due Dates	PPA	Progress
	➤ NOV conferences (projected: 15-20)	Ongoing		
	➤ Compliance Determination letters (projected: 8-12)	Ongoing		
	➤ Cases opened	Ongoing		
	➤ Cases closed	Ongoing		
	➤ Commission hearings (projected: 0-2)	Ongoing		
	➤ Court actions (projected: 0-1)	Ongoing		
	➤ Settlement agreements (COC)	Ongoing		
	➤ SEPs (projected: 6-10)	Ongoing		
	➤ Cease & Desist orders (projected: 0-4)	Ongoing		
	➤ Case review meetings - S. Fine & staff (projected: 26-52)	Ongoing		
	➤ Source specific meetings with AGO (Projected: 3-12)	Ongoing		
	➤ Legal opinions and research; policy and procedures review and comment (projected: 0-6)	Ongoing		
3.16.4	CFC Enforcement Activities (Same as in 3.16.3 above)			
	Output:			
	➤ 25 NOVs	Ongoing		
	➤ 25 NOV conferences	Ongoing		
	➤ 25 COs	Ongoing		
	➤ 10 settlement agreements and SEPs	Ongoing		

COLORADO AIR POLLUTION CONTROL DIVISION WORKPLAN SPREADSHEET
FY 2002 WORKPLAN ACTIVITIES: Stationary Sources 3.0

	Activities / Output	Due Dates	PPA	Progress
	➤ 25 meetings with legal staff	Ongoing		
	➤ 1 Commission hearing	Ongoing		
	➤ 2 meetings with AGO officer	Ongoing		
	➤ 100 warning letters	Ongoing		
	➤ 100 111 letters	Ongoing		
	➤ Review local agency documents	Ongoing		
3.16.5	Field Services Section - Other Source Enforcement Activities - (For those activities not usually associated directly with sources such as open burning, fugitive dust, some odor sources, etc.)			
	Output:			
	➤ Warning letters - 5 letters (3 state, 2 local)	Ongoing		
	➤ Compliance Advisories - 5 advisories (3 state, 2 local)	Ongoing		
	➤ Notices of Violation - 4 notices (4 state) - When violations are discovered, time lines are the same as in 3.16.1 above	Ongoing		
	➤ Notice of Violation conferences - 4 conferences (4 state)	See time lines above		
	Compliance orders - 2 orders	As needed		
	➤ Commission hearings	As needed		
	➤ Settlement agreements - 5 agreements	As needed		

COLORADO AIR POLLUTION CONTROL DIVISION WORKPLAN SPREADSHEET
FY 2002 WORKPLAN ACTIVITIES: Stationary Sources 3.0

	Activities / Output	Due Dates	PPA	Progress
	➤ Court actions			
	➤ AG meetings - 1 meeting	As needed		
	➤ Maintain logs, records and files	As needed		
	➤ Utilize supplemental environmental projects (SEP) where practical in enforcement	As needed		
	➤ Utilize pollution prevention in settlement actions where feasible	As needed		
	➤ General meetings	Ongoing		
	➤ Send appropriate documents (such as compliance advisories, notifications of violations, orders on consent and compliance orders) to EPA	Ongoing		
3.16.6	Lead-based Paint Program Enforcement Activities (Same as 3.16.3 above)			
	Output:			
	➤ Warning letters (projected: 0-6)	6/30/02		
	➤ Letters of inquiry (projected: 0-5)	6/30/02		
	➤ 111 letters (projected: 0-12)	6/30/02		
	➤ Letters of Admonition (projected: 0-6)	6/30/02		
	➤ Notices of Violation (projected: 8-12)	6/30/02		
	➤ NOV conferences (projected: 8-12)	6/30/02		
	➤ Compliance determination letters	6/30/02		

COLORADO AIR POLLUTION CONTROL DIVISION WORKPLAN SPREADSHEET
FY 2002 WORKPLAN ACTIVITIES: Stationary Sources 3.0

	Activities / Output	Due Dates	PPA	Progress
	➤ Cases opened (4-8 projected)	6/30/02		
	➤ Cases closed (4-8 projected)	6/30/02		
	➤ Commission hearings (projected: 0-2)	6/30/02		
	➤ Court actions (projected: 0-1)	6/30/02		
	➤ Settlement agreements (COC)	6/30/02		
	➤ SEPs (projected: 6-10)	6/30/02		
	Cease and Desist orders (projected: 0-4)	6/30/02		
	➤ Case review meetings - S. Fine and staff (projected: 10-20)	6/30/02		
	➤ Source specific meetings with AGO (projected: 1-6)	6/30/02		
	➤ Legal opinions and research; policy and procedures review and comment (projected: 0-6)	6/30/02		
3.17	Testing and Evaluation of Industrial/Commercial Sources			
3.17.1	Field Services Section - Conduct Stack Testing Observations and Evaluations			
	Output:			
	➤ Review test protocols - 120 reviews - note: review the protocol 1 week after receipt	Ongoing		
	➤ Stack test observation - 120 observations	Ongoing		
	➤ Review of test results - 120 reviews - note: within 6 months of receiving the test report	Ongoing		

COLORADO AIR POLLUTION CONTROL DIVISION WORKPLAN SPREADSHEET
FY 2002 WORKPLAN ACTIVITIES: Stationary Sources 3.0

	Activities / Output	Due Dates	PPA	Progress
	<ul style="list-style-type: none"> ➤ Write up review and letter to source - 120 write ups and letters - note: within 6 months of receiving the test report 	Ongoing		
	<ul style="list-style-type: none"> ➤ Portable emissions testing - 9 plants 	Ongoing		
	<ul style="list-style-type: none"> ➤ Write up of portable emissions testing 	Ongoing		
3.17.2	Field Services Section - Perform Source Audits and CEM Certifications			
	Output:			
	<ul style="list-style-type: none"> ➤ CEM audits and rata observations - 20 audits per year 	Ongoing		
	<ul style="list-style-type: none"> ➤ Monitor audits and submit information 	Ongoing		
	<ul style="list-style-type: none"> ➤ CEM certifications and observations - 6 certifications 	Ongoing		
	<ul style="list-style-type: none"> ➤ Maintain audit equipment 	Ongoing		
	<ul style="list-style-type: none"> ➤ Correspondence 	Ongoing		
3.17.3	Field Services Section - Evaluation Source Submitted Reports			
	Output:			
	<ul style="list-style-type: none"> ➤ 300 excess emission reports (EERs) reviewed 	As received		
	<ul style="list-style-type: none"> ➤ 4 quarterly EER summaries are generated 	3/02,6/02, 9/02, 12/02		
	<ul style="list-style-type: none"> ➤ 500 upset reports reviewed 	As received		
	<ul style="list-style-type: none"> ➤ 200 emissions reports reviewed 	Ongoing		

COLORADO AIR POLLUTION CONTROL DIVISION WORKPLAN SPREADSHEET
FY 2002 WORKPLAN ACTIVITIES: Stationary Sources 3.0

	Activities / Output	Due Dates	PPA	Progress
	➤ 60 monitoring reports (VOC, NSPS, etc.)	Ongoing		
	➤ Entering information into database	Within 30 days of receipt		
	Correspondence	Ongoing		
3.17.4	Field Services Section - Certify Tank Trucks for Vapor Integrity			
	Output:			
	➤ Review vapor integrity tests - 900 tests	As received		
	➤ Oversee issuance of certification	Within 1 month of receipt of test		
	➤ Audits – 2	Ongoing		
3.17.5	Field Services Section - MACT Standards Compliance Reviews			
	Output:			
	➤ MACT plan reviews	As received		
	➤ MACT notification reviews	As received		
	➤ Logging in and tracking of compliance notifications and testing reports	Within 2 weeks of receipt		
	➤ Correspondence	As needed		
3.18	Protect Public Health by Operating a Lead-based Paint Certification and Abatement Program			

COLORADO AIR POLLUTION CONTROL DIVISION WORKPLAN SPREADSHEET
FY 2002 WORKPLAN ACTIVITIES: Stationary Sources 3.0

	Activities / Output	Due Dates	PPA	Progress
3.18.1	Process Lead Notices and Variances			
	Output:			
	➤ Process lead abatement notifications (8-15 projected)	Ongoing		
	➤ Issue lead permits (8-15 projected)	Ongoing		
	➤ Process transfers of ownership	Ongoing		
3.18.2	Conduct Lead Inspections and Respond to Complaints			
	Output:			
	➤ Conduct lead abatement inspections (state inspectors – minimum of 1 per project))	6/30/02		
	➤ Respond to lead related complaints	Ongoing		
3.18.3	Process Lead Certification Applications			
	Output:			
	➤ Process certification applications (30-50 projected)	6/30/02		
3.18.4	Process Lead Course Approvals			
	Output:			
	➤ Contingent approval of lead training courses (0-5 projected)	Ongoing		
3.18.5	Conduct Lead Course Audits			
	Output:			
	➤ Course audits (5-10 projected)	6/30/02		

COLORADO AIR POLLUTION CONTROL DIVISION WORKPLAN SPREADSHEET
FY 2002 WORKPLAN ACTIVITIES: Stationary Sources 3.0

	Activities / Output	Due Dates	PPA	Progress
	Final course approvals (1-5 projected)	6/30/02		
3.18.6	Process Lead Course Instructor Approvals			
	Output:			
	➤ Conduct evaluations of applications for lead course instructor approval	Ongoing		
	Issue instructor approval certificates	Ongoing		
3.18.7	Conduct Lead-based Paint Program Development			
	Output:			
	➤ Conduct lead-based paint program development	Ongoing		
	Output:			
	➤ Conduct HUD lead grant activities	6/30/02		
3.18.9	Conduct Lead Outreach and Training Activities			
	Output:			
	➤ Conduct lead outreach and training activities (3-5 group presentations)	6/30/02		
3.19	Non-Regulatory Activities Designed to Reduce Exposure to Harmful Pollution - Conduct HAP Source Evaluations			
3.19.1	Revise Regulation No. 15			
	Output:			
	➤ Revise Regulation No. 15 as necessary	6.30/02		

COLORADO AIR POLLUTION CONTROL DIVISION WORKPLAN SPREADSHEET
FY 2002 WORKPLAN ACTIVITIES: Stationary Sources 3.0

	Activities / Output	Due Dates	PPA	Progress
3.20	Support Protection of Public and Aesthetic Values by Operating in an Indoor Air Quality Program			
3.20.1	Respond to IAQ Complaints			
	Output:			
	➤ Handle IAQ complaints by phone (100-150 projected)	Ongoing		
	➤ Conduct occasional IAQ field investigations as necessary (0-10 projected)	As needed		
	➤ Provide information to the general public on IAQ	Ongoing		
	➤ Conduct outreach activities on IAQ (lectures, presentations, etc.	As needed		
3.20.2	Maintain IAQ Equipment			
	Output:			
	➤ Maintain IAQ equipment in good working condition; assure adequate supplies on hand	Ongoing		
3.20.3	Seek Out IAQ Funding Source			
	Output:			
	➤ Funding obtained	6/30/01		
3.21	Reserved			
3.22	Promote the Protection of Public Health, the Environment and Aesthetic Values by Making Program Improvements			
3.22.1	Develop Innovative Procedures to Improve Unit Efficiency			